

STATE BOARD OF COMMUNITY COLLEGES
Allocation for Start-Up Funds for Small Colleges for Prison Education

Request: The State Board is requested to approve the allocation of \$50,000 to Pamlico Community College for the start-up of courses for the following two curriculum programs at Pamlico Correctional Institution: Computer Information Technology and Business Administration. These courses are part of the Division of Adult Correction's (DAC) Vera Institute Pathways project.

Rationale: In 1999, the NC General Assembly appropriated recurring funds in the amount of \$50,000 to allow small community colleges that could not otherwise afford to provide services to provide education and training for inmates housed in facilities located in the colleges' respective service areas (S.L. 1999-237). The legislative intent was to provide funds for the first-year start-up of instructional programming at prisons served by small community colleges. Start-up funding is necessary because community colleges have no funds appropriated for the initiation (or start-up) of Curriculum, Basic Skills, or Occupational Continuing Education programming. Start-up costs typically include faculty salaries, instructional supplies, and/or related instructional equipment for the first year. This funding is allocated specifically for start-up costs because colleges will generate FTE during the first year of instruction to support continuation of instruction.

Method of Allocation: The System Office provided the Division of Adult (DAC) with a list of colleges meeting the definition of "small" college, defined as colleges with 2012-13 FTE budgeted enrollment of less than 1,900 (avg. = 1,364 FTE). DAC officials reviewed the educational needs of inmates in the prisons served by the eligible small colleges and made this funding recommendation to the System Office. The recommendation is based on selection criteria consistent with priorities established by DAC as a result of the 2010 Legislative Continuation Review of Prisoner Education and subsequent legislation.

Conditions of Awards: The college must have separate course/program approval by the State Board before it may offer the instruction recommended for funding through this grant. At the end of the fiscal year, unexpended fund balances will be reviewed by DAC and may be approved for carryforward if the initial program start-up phase must cross fiscal years due to operational circumstances. Funds will not be approved for carryforward beyond one fiscal year after the initial allocation unless DAC and the System Office jointly determine that special circumstances have prevented the timely startup of the prison education program(s). The primary purpose of these funds is to cover instructor costs for first-year programming start-up, but use for instructional supplies and/or related instructional equipment is not prohibited. The primary intent is to support new curriculum programming, but start-up of continuing education courses to support this project is not prohibited if approved in writing by DAC. The funds must be expended for the courses specified above, unless conditions change at a prison and DAC provides the college with authorization in writing to apply funds to the start-up of other course(s).

Allocation Availability and Funding Source: Funding is available through the State General Fund as appropriated to the Division of Adult Correction and subsequently transferred to the System Office. Because these funds are being allocated late in the current fiscal year, DAC has pre-approved carryforward of these funds for FY 2013-14. Therefore, the allocation period is May 18, 2013 – June 30, 2014. Carryforward of these funds beyond this allocation period requires additional approval by DAC.

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